



## Legislation Text

File #: 24-684, Version: 1

### Memorandum

**Date:** June 25, 2024

**To:** The Honorable Bruno Sabatier, Chair, Lake County Board of Supervisors

**From:** Lars Ewing, Public Services Director

**Subject:** A) Approve the General Services Agreement between the County of Lake and Roach & Campbell Landscape Architecture for Landscape Architecture and Planning Services; and  
B) Approve Supplemental Services Agreement Number One for Environmental Planning and Preliminary Design Services for the future Cobb Community Park in the amount of \$213,743.00

### Executive Summary:

On March 12, 2024, your Board approved a pre-qualified list of landscape architecture and planning service providers available for future work with the County. Since then, Public Services staff negotiated with one of the firms on the list, Roach & Campbell Landscape Architecture, for a scope of work for environmental planning and preliminary design services for a future park in Cobb on property recently purchased by the County.

For your Board's consideration are two agreements with Roach & Campbell:

- 1) General Services Agreement that defines general terms and conditions; and
- 2) Supplemental Service Agreement One that covers Roach & Campbell's scope of work for Cobb Community Park, which includes preparation of design development level plans, a phasing exhibit, and environmental planning services. Funding for this scope of work is included in Budget Unit 7011, Parks and Recreation.

Staff recommends your Board's approval of the General Services Agreement and Supplemental Services Agreement One.

### If not budgeted, fill in the blanks below only:

Estimated Cost: \_\_\_\_\_ Amount Budgeted: \_\_\_\_\_ Additional Requested: \_\_\_\_\_ Future Annual Cost: \_\_\_\_\_

### Purchasing Considerations (check all that apply):

☐ Not applicable

- ☒ Fully Article X. <[https://library.municode.com/ca/lake\\_county/codes/code\\_of\\_ordinances?nodeId=COOR\\_CH2AD\\_ARTXPU\\_S2-38EXCOB1](https://library.municode.com/ca/lake_county/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTXPU_S2-38EXCOB1)>- and/or Consultant Selection Policy <[http://lcnet.co.lake.ca.us/Assets/Intranet/Policy/Policies+\\$!26+Procedures+Manual/Ch4\\_2021v2.pdf](http://lcnet.co.lake.ca.us/Assets/Intranet/Policy/Policies+$!26+Procedures+Manual/Ch4_2021v2.pdf)>-Compliant (*describe process undertaken in "Executive Summary"*)
- ☐ Section 2-38 <[https://library.municode.com/ca/lake\\_county/codes/code\\_of\\_ordinances?nodeId=COOR\\_CH2AD\\_ARTXPU\\_S2-38EXCOB1](https://library.municode.com/ca/lake_county/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTXPU_S2-38EXCOB1)>

38EXCOBI> Exemption from Competitive Bidding (*rationale in "Executive Summary," attach documentation, as needed*)

☐ For Technology Purchases: Vetted and Supported by the Technology Governance Committee

<<http://lcnet.co.lake.ca.us/Assets/Intranet/Intranet+Forms/Information+Technology/AdvPlan.pdf>> ("Yes," if checked)

☐ Other (*Please describe in Executive Summary*)

**Consistency with Vision 2028** <<http://www.lakecountyca.gov/Government/Directory/Administration/Visioning/Vision2028.htm>>

(check all that apply):

☒ Well-being of Residents

☒ Economic Development

☒ Community Collaboration

☐ Not applicable

☐ Public Safety

☒ Infrastructure

☐ Business Process Efficiency

☐ Disaster Prevention, Preparedness, Recovery

☐ County Workforce

☐ Clear Lake

**Recommended Action:** A) Approve the General Services Agreement between the County of Lake and Roach & Campbell Landscape Architecture for Landscape Architecture and Planning Services, and authorize the Chair to sign the Agreement; and  
B) Approve Supplemental Services Agreement Number One for Environmental Planning and Preliminary Design Services for the future Cobb Community Park in the amount of \$213,743.00, and authorize the Chair to sign the Agreement